



STATE OF WASHINGTON

DEPARTMENT OF HEALTH

Olympia, Washington 98504

Nursing Care Quality Assurance Commission Continuing Competency Sub-committee Meeting

June 19 2007

7:00 p.m. – 9:00 p.m.

Point Plaza East Conference Room 151

(Telephone conference)

310 Israel Road SE, Tumwater, WA 98504

MINUTES

I. Call to order/Roll call

Members Present: Todd Herzog, Chair; Cheryl Payseno, Diane Sanders, Nurse Administrator; Pro-tem Member; Judy Personett, Nurse Administrator; Linda Batch, LPN; Robert Salas, BSN, RN; and Sue Woods, RN, PhD.

Excused: Rhonda Taylor and Mariann Williams

DOH Staff present: Usrah Claar-Rice, Education Advisor and Diana Casler, Secretary

I. The meeting came to order at 7:06 p.m.

II. Approval of minutes - M/S/C Personett/Salas to:

- Approve as amended the January 16, 2007 meeting minutes.
- Approve as written the May 15, 2007 meeting minutes.

III. Open issues

A. The sub-committee finalized the Advisory Groups Charter Statements.

B. NCQAC agenda for the July 12 workshop:

Morning session:

- Call to order/opening remarks - Judy
- Introductions
- Background presentation - Todd
- Introduction of Linda Burhans - Todd
- Linda Burhans presentation (followed by a question and answer session)

Afternoon session:

- Advisory Groups: charter statements for each group
- Review of statements, begin self-selection of which commission members would be the liaisons to which group

- Advisory Group Leaders (Pro Tem members) - introductions, self-selection of advisory groups; review of responsibilities.
- Small group work to begin to set up meetings, reporting relationship with Continuing Competency sub-committee; start to define work plans
- Presentations from Advisory Group Leaders and commission members on all five Advisory Groups

The primary role of the Continuing Competency subcommittee members in the workshop is to assist in facilitation and serve as a resource:

Group 1 Marianne, Linda
Group 2 Judy, Diane
Group 3 Sue, Robert
Group 4 Rhonda
Group 5 Cheryl

The meeting adjourned at 8:15 p.m.

The sub-committee's next meeting: July 17, 2007 from 7:00 p.m. – 9:00 p.m.